



TRANSFER OPPORTUNITY
For Current State Employees

HEALTH EDUCATION CONSULTANT II
Medical Unit - Oakland

DEPARTMENT OF INDUSTRIAL RELATIONS
DIVISION OF WORKERS' COMPENSATION

Salary: **\$4,194.00 - 5,243.00**

Location: **1515 Clay Street, Oakland, CA 94612**

Duties: Under the general direction of the Workers' Compensation Manager, the Health Education Consultant II, in accordance with Labor Code 4062.9, provides expert advice to the Division of Workers' Compensation (DWC) in developing, coordinating, planning, organizing, and evaluating specific education programs for injured workers, employers, and physicians; develops, disseminates and evaluates informational fact sheets and pamphlets; conducts educational programs for injured workers employers, physicians, insurers, and attorneys; coordinates with other agencies to develop joint educational programs; reviews for appropriateness, analyzes and reports findings of professional specialty training courses and materials including existing surveys that are submitted after each Qualified Medical Evaluator (QME) educational course and make recommendations to the Administrative Director on continuing education courses for the Qualified Medical Evaluator program; designs surveys that measure how effectively the educational materials meet the goals of the training; negotiates health education contracts with outside organizations and has primary role in determining the scope of work for each contract and drafts appropriate Request for Proposal; monitors health education training contract expenses and deliverables and compares the expected scope of work for the contract with the proposed scope in order to recommend contract approval/disapproval; assists in preparing contracts and evaluating performance of contractors presenting training courses to the workers' compensation community; may be involved as a team member in developing regulations and analyzes proposed bills as they relate to educational programs and participates in the development of budget change proposal documents; and performs other duties as required.

SROA and eligible Surplus Employees will be given first consideration and are encouraged to apply. Anyone eligible for transfer, list appointment, or training and development assignment to the above class may apply by sending a standard State (Form STD 678) to:

Department of Industrial Relations, Division of Workers' Compensation – Medical Unit
P.O. Box 420603, San Francisco, CA 94142
Attention: Sue Honor
Telephone: (510) 628-2002

Submit application by **December 15, 2005, or until filled**
Applications will be reviewed and interviews may be scheduled subsequently.

CALIFORNIA STATE GOVERNMENT- AN EQUAL OPPORTUNITY EMPLOYER TO ALL REGARDLESS OF RACE, COLOR, CREED, NATIONAL ORIGIN, ANCESTRY, SEX, MARITAL STATUS, DISABILITY, RELIGIOUS OR POLITICAL AFFILIATION, AGE OR SEXUAL ORIENTATION.